

Minutes  
Regular Village Board Workshop  
Glen Ellyn Village Board of Trustees  
October 11, 2010

Time of Meeting: 8:00 p.m.

Present: President Pfefferman; Trustees Comerford, Cooper, Hartweg, Henninger, Ladesic, Thorsell; Acting Village Clerk Utterback  
Staff: Village Manager Jones, Schrader, Batek, Caracci, Hulseberg, P. Norton, J. Norton

1. Call to Order.

President Pfefferman called the meeting to order at 7:00 p.m.

2. Meeting Enhancements – Manager Jones

Manager Jones led a continuing discussion regarding meeting enhancements and, in particular, whether or not to continue televising workshop meetings. As requested by the Village Board, information was provided regarding the results of a public survey as well as budgetary impacts if televising continues and changes are implemented. Manager Jones stated that some thought had also been given to holding workshops in an informal setting which may be conducive to better interaction. Manager Jones listed pros and cons associated with televising workshop meetings. The Board Members responded to President Pfefferman that they were in favor of continuing to televise workshop meetings. Village Multimedia Specialist John Norton presented information regarding the two workshop setting options which are the Galligan Board Room or Room 301. Regarding remaining in the Board Room, Norton stated that an informal table structure in a “J” configuration has been designed that will allow for better interaction and will also allow the Board Members to more clearly view the projection screen. This option, however, would require an expense for microphones of approximately \$10,000. Regarding moving the workshops to Room 301, Norton stated that video is an issue in that room. Norton stated that the workshops could be broadcast live, however, an employee would need to follow the action during the meetings with a camcorder and another employee would need to remain in the control room.

Norton verified for Trustee Comerford that the workshop set-up would occur on the third Monday only of each month and that some seats would be lost with the “J” configuration. Trustee Cooper was not in favor of losing seating because the Board Room has been filled to capacity on prior occasions. As concern had been expressed regarding people being uncomfortable speaking in front of cameras at a meeting, Trustee Cooper questioned if workshop attendance is down since moving to the Board Room from Room 301. Trustee Thorsell felt that people were more

comfortable speaking from their chairs in Room 301 during workshops. Trustee Comerford stated that audiences are generally larger during regular meetings than workshop meetings because actions occur during the regular meetings. Trustee Ladesic commented that many people are now watching the meetings from home. He suggested using drop-down microphones in the Board Room and Room 301, using audio only for those speaking. Norton stated that drop-down microphones are currently available in Room 301 and could be inexpensively installed in the Board Room. President Pfefferman asked if anyone has been approached by persons who did not want to be seen on television, and no one responded yes. Attorney Diamond stated that the Village has the power to block people from view and let their voices be heard at meetings. Trustee Henninger asked if equipment could be borrowed or rented prior to investing money in a new system that may or may not be effective. Norton responded that was not possible because installation would be required. Norton also responded to Trustee Ladesic that a "V" configuration similar to the dais on the floor level is not an option because wires would need to be connected to each station that would look messy. Trustee Cooper asked if an interactive system could be set up for residents to call or write in during a meeting, and Norton responded that a remote could be set up for that purpose. Trustee Cooper suggested that the Village Clerk receive remote comments via phone/texts during the meetings. Norton added that he tracks on-line meeting attendance.

The Board Members were very much in favor of a more informal setting for the workshop meetings so that audience members would feel comfortable expressing themselves, however, were not in favor of spending money at this time to purchase equipment. Some Board Members did not want to lose audience seats by changing the configuration in the Board Room. Trustee Hartweg suggested reconsidering this item if a change of venue issue arises in the future. Trustee Ladesic suggested continuing to poll residents regarding televising workshops. President Pfefferman requested that Norton investigate the use of ceiling microphones and an interactive phone/e-mail system during broadcasts.

Cam Page, 206 Hill, Glen Ellyn, Illinois stated she is uncomfortable speaking in public. Ms. Page was not in favor of spending money on new equipment and liked the idea of drop-down microphones in the Board Room.

In response to the Board's comments, Norton stated he will start working on a drop-down microphone system and interactive communication system for the Board Room.

Trustee Ladesic commented that digital equipment exists that allows transcripts to be available on-line the day after a meeting. Attorney Diamond cautioned that a transcript should not be viewed as the minutes of a meeting because a summary of the meeting should be available as the record of a meeting.

3. Environmental Initiatives – Assistant to the Village Manager Schrader

Assistant to the Village Manager Schrader presented information on two additional environmental initiatives with which the Village has recently become involved. Those initiatives are “Clean Air Counts (CAC)” and “Energy Star & the Portfolio Manager Program.” CAC is a non-regulatory approach to reducing smog-causing emissions in the Chicago metropolitan region to achieve compliance with the standards of the federal Clean Air Act. The Village has made a commitment to make efforts to voluntarily reduce smog in areas such as transportation, operations, maintenance, development and energy. When the Village took the CAC pledge this July, Glen Ellyn was placed at the silver participation level. The Village will participate in CAC meetings and look into new initiatives to decrease energy consumption and increase our participation level. Energy Star & the Portfolio Manager Program is a voluntary program that provides solutions for reducing energy consumption as well as providing the Energy Star label for energy efficient appliances and buildings. Energy Star also provides a free online benchmarking tool called Portfolio Manager that measures and tracks energy performance of a building(s). The EPA has worked with the Village analyzing data and has determined that the Reno Center with a rating of 80 on a scale of 1-100 is eligible for an Energy Star Plaque. The Civic Center has a rating of 65 and the EPA has determined that some quick, easy improvements to the building can increase the rating. Although the other Village buildings are not eligible for a rating because ratings do not exist for all building types, their energy usage can be tracked. Schrader stated that next steps are applying for the Energy Star plaque for the Reno Center and beginning work on improvements at the Civic Center. Schrader responded to Trustee Ladesic that she will check to see if the Village wastewater treatment plant data can be analyzed. Schrader explained how the US EPA used the Village as a pilot project regarding a software program they intended to implement. Trustee Thorsell complimented Schrader for her efforts with regard to this project.

Public Works Director Joe Caracci responded to Trustee Ladesic that using LED lights for street lights is currently under review and that LED lighting may be used for a neighborhood project next year.

4. Other items?

There were no other items brought before the Village Board.

5. Adjournment.

At 7:54 p.m., the meeting was adjourned to the Regular Village Board Meeting in the Galligan Board Room.

Regular Village Board Workshop  
October 11, 2010  
Page 4

Submitted by

Barbara Utterback  
Acting Village Clerk